



County Ecumenical Officer: How to apply

Thankyou for your interest in this post. Fuller information about what it involves and the qualities we are seeking are in the job description and person specification. If you think this fits what you can offer, please send:

- A CV covering both your employment history and relevant volunteer and church involvement.
- A covering letter explaining why you want to work for us and how you fit the person specification.
- Contact details for two referees, one of whom should be a leader in your church, and the other someone you have worked for. (We will not approach referees without informing you.)
- A note of anything affecting your availability for interview in Exeter on **20th January 2014**, and, if you have a disability, of any special requirements arising from this.

Applications should be sent as Word or pdf documents to ctdappointment@gmail.com to arrive by 6pm on **6th January 2014**.

If you have specific queries about the role that are not covered in the documentation, please send them to this address well in advance of the deadline, allowing 10 working days for a reply.

Applications will be acknowledged within 3 working days of receipt. All applicants will be notified by 16th January, by email or telephone, of whether or not they are invited to interview.